

CHINO VALLEY PUBLIC LIBRARY

LIBRARY CHECK OUT POLICY

You must have a valid library card with you, to check out library materials or use the public computers.

- A free Chino Valley Public Library card is available to all Yavapai County residents over the age of five, with a photo ID and proof of residency. A parent or guardian signature is required for applicants under the age of 18. Card replacement is \$2.00.
- The check out period for all library items is 3 weeks.
- You may renew items by phone or on our website. (Please renew items before they are overdue to avoid overdue charges.)
- The fine for all library items that are overdue is 10 cents per day per item.
- The fine for items requested from other Yavapai Library Network libraries not picked up is 50 cents per item. You will be notified about items to be picked up by mail or email, so please make sure your address is current.
- The fine for items requested from outside the Yavapai Library Network (Interlibrary Loan) not picked up is one dollar per item.
- Users must have a valid library card to use the public computers. Non-residents may request *Guest Pass*. Computer use is limited to one hour per day and is without charge. Printing cost is 10 cents per printed page for black & white and 50 cents per page for color. Wireless Internet Access is also available without charge during library open hours.
- You may not check out any library items or use the public computers if you owe fines in excess of \$5.00
- When you pay a library fine, you will be given a receipt that is your proof of payment.

We appreciate your help in following these library policies. Thank you!